

FORTNIGHT

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A Communiqué focusing on topics related to Outcomes Assessment, Institutional Effectiveness, and Institutional Research produced jointly by the Office of the Associate Provost for Institutional Effectiveness and the Office of Institutional Research and Assessment (OIRA) at the College of Staten Island/The City University of New York

www.library.csi.cuny.edu/assessment

WHAT IS FORTNIGHT?

A **fortnight** is a unit of time equivalent to 14 days. The term derives from the Old English *feorwertyne niht*, meaning "fourteen nights." Inspired by the opportunities and challenges of Middle States Standard 14 and the desire to share information and best practices, **FORTNIGHT** is a communication vehicle which is distributed online to the campus community. Prior issues are available on the Office of the Associate Provost website, at www.library.csi.cuny.edu/assessment

STRATEGIC PLANNING PROCESS UPDATE: DEVELOPING MISSION, VISION, AND VALUES STATEMENTS

As part of the campus Strategic Planning Process (SPP), 183 members representing a cross-section of the College community participated in focus groups last semester to develop mission, vision, and values statements for the institution (see **FORTNIGHT**, Volume 3, Issue 3 for earlier coverage of the process). Responses were analyzed by the consultants from Rickes Associates and shared with the Institutional Planning Committee (the process Steering Committee) in December. As part of the second phase of the process, draft mission, vision, and values statements resulting from the campus community's input were provided to the same focus groups in subsequent meetings, in order to gather reactions and feedback to the initial compilations.

With the second round of focus groups complete, the Steering Committee is in the process of meeting with Rickes Associates consultants to further develop all three statements. As of this writing, significant progress has been made on the mission statement, the vision statement is in the early stages of being drafted, and the values statement is expected to be drafted in early April. Further consultation and collaboration with the full campus community continues through the dedicated website at www.csi.cuny.edu/oncampus/strategicplanning and additional ongoing meetings.

As noted in **FORTNIGHT** (Volume 3, Issue 1), the institutional mission statement figures prominently in the Middle States Self-Study process. As the Middle States effort moves forward, self-study participants will focus on the very important re-examination of the College's mission in their research and report preparation activities.

PREPARING FOR THE MIDDLE STATES SELF-STUDY: STANDARD 10

Standard 10: Faculty

The institution's instructional, research, and service programs are devised, developed, monitored, and supported by qualified professionals.

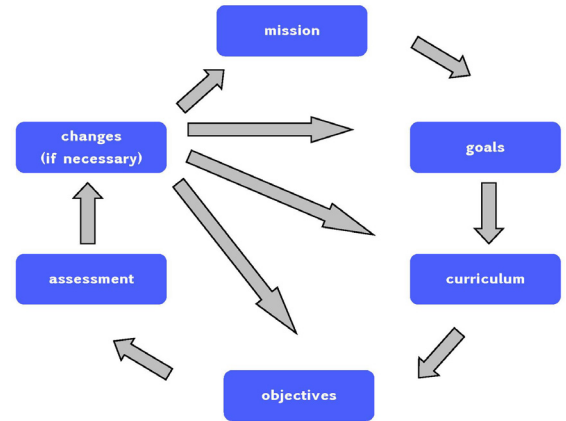
Standard 10 refers to faculty and other professionals who are involved in providing instruction, research, and service programs. With regard to hiring, the College can demonstrate compliance with this standard through its rigorous faculty and staff search processes. Through the efforts and programs of the Office of Diversity and Compliance, significant attention has been directed towards outreach and broadening search pools. In terms of promoting faculty research opportunities and development, the Provost and Academic Deans have instituted competitive programs for leaves and travel. The Academic Deans recently requested proposals for programs to improve the integration of part-time faculty in academic departments. These are just some of the ways in which the College can demonstrate its attention to Standard 10.



CLOSING THE LOOP: COLLEGE COMMITTEES DISCUSS NEW GUIDELINES TO DO JUST THAT

Long-standing CSI policies require that details about learning objectives and assessment methods accompany proposals for course or curricular changes at the General Education, Curriculum, and Graduate Studies Committees. Recently, a new element of the procedure was discussed at these three College governance committees.

A diagram (at right) designed to illustrate the processes of concept, understanding, evaluation and consideration that form the “assessment loop” was drafted by the Office of Institutional Research and Assessment, and presented to each committee by the Academic Deans. Every point in the loop eventually intersects with assessment activity.



This diagram differs from some versions of the assessment loop, in that it states that changes should occur *if assessment activities reveal that they are necessary*. It also shows that changes *can occur at any point in the loop*.

In their recent discussions, committee members have emphasized that assessment that leads to change is not always quantitative and is not always a result of formal, internal assessment. For example, an external evaluator may change standards that necessitate the reconsideration of a program’s offerings, or an environmental change may lead to the reconsideration of a program’s mission statement. Proposed changes can stem from influences such as these, or from formal internal analysis.

CAMPUS UPDATES

The Division of Finance and Administration

Representatives from Human Resources, Public Safety, the Budget Office, Campus Planning, and Environmental Health and Safety provided the Office of Institutional Research and Assessment (OIRA) with background information pertaining to Middle States Standards 2, 3, and 6, to supplement the Middle States Log. We would very much like to acknowledge the efforts of the following individuals who have added to our resources pertaining to institutional effectiveness in preparation for the self-study: from the Office of Human Resources – Patrice Barnett, Hope Berte, Carolyn Burns, and Manuela Alongi; from the Office of Public Safety – Paul Murtha, Rob Yurman, and George Mallon; from the Budget Office – Nicholas Saccone, David Jacobs, Gloria Cortopassi, Nancy Casey, and Sandra LeBow; from Campus Planning – Lillian McGinn and Elizabeth Greene; and from Environmental Health and Safety – Tom Briggs and James Saccardo. Vice President Milton Santiago has invited Associate Provost Holak, Warrick Bell, and Barbara Cohen to his Directors’ Meetings during previous semesters, in order to facilitate information sharing about Middle States Standards and institutional effectiveness. Peggy Fuller, Assistant to the Vice President for Finance and Administration, coordinated collection of resource materials. We very much appreciate everyone’s efforts!

We are also pleased to report that the Human Resources Department has revised the presentation of its mission statement. The mission statement can be found at www.csi.cuny.edu/humanresources.

CSI Day of Assessment

As noted in previous issues of *FORTNIGHT*, the 2010 CSI Day of Assessment is scheduled for Friday, April 9, from 9 am to 4 pm in the Green Dolphin Lounge. Space is limited, so if you are planning to attend please register for the event by contacting Robin Cavagnaro in the Testing Office at ext. 2360, or via email at robin.cavagnaro@csi.cuny.edu.

FORTNIGHTLY NOTES

A cuboctahedron is a regular solid with 14 sides, composed of six squares and eight equilateral triangles. In the illustration that appears on the front page of this issue of *FORTNIGHT*, which was drawn for Luca Pacioli’s 1509 book *De divina proportione* (On Divine Proportions), Leonardo da Vinci refers to his cuboctahedron as an exacedron.

Everyone is invited and encouraged to submit items related to departmental assessment projects, College institutional effectiveness activities, committee announcements, and best practices by **March 25, 2010** for consideration to appear in the next communiqué.

